

**CATEGORICAL ASSISTANCE PROGRESS REPORT**  
**For Grantees of the Closed-Circuit Televising of Child Victim Witnesses (CCTV) Program**

Grantee: \_\_\_\_\_  
Grant #: \_\_\_\_\_  
City/State: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Reporting Period (✓): \_\_\_\_\_ January 1 - June 30 (due July 30)  
\_\_\_\_\_ July 1 - December 31 (due January 30)  
Is this a Final report? \_\_\_\_\_ Yes; \_\_\_\_\_ No

**INSTRUCTIONS:** For each of the questions/topics below, please describe your efforts during the reporting period. Use the information you provide in this report as the foundation to describe further activity and accomplishments in future reports. For instructions on submitting your progress report, please refer to the BJA progress report web page at [www.ojp.usdoj.gov/bja/disc-progreport.htm](http://www.ojp.usdoj.gov/bja/disc-progreport.htm) or call your Program Manager.

**Part I: Data**

1. Did you purchase the equipment you requested in your grant?
  - \_\_\_\_\_ Yes
  - \_\_\_\_\_ No
  - If yes, which type did you purchase (Please check below)?:
    - \_\_\_\_\_ Closed-circuit television
    - \_\_\_\_\_ Video Taping Equipment
    - \_\_\_\_\_ Both
2. Was the equipment installed?
  - \_\_\_\_\_ Yes
  - \_\_\_\_\_ No
  - \_\_\_\_\_ Not ApplicableIf yes, when (month and year)?:  
\_\_\_\_\_
3. Where was the equipment installed (✓)?
  - \_\_\_\_\_ Police Department
  - \_\_\_\_\_ District Attorney's Office
  - \_\_\_\_\_ Courtroom
  - \_\_\_\_\_ Child Advocacy Center
  - \_\_\_\_\_ Other: \_\_\_\_\_
  - \_\_\_\_\_ Not Applicable
4. Was training of the equipment conducted?
  - \_\_\_\_\_ Yes
  - \_\_\_\_\_ NoIf yes, please answer the following: (*check all that apply*)
  - a. What type of training (✓)?
    - \_\_\_\_\_ Technical use of equipment
    - \_\_\_\_\_ Interview procedures
    - \_\_\_\_\_ Legal requirements of taped/televised testimony
    - \_\_\_\_\_ Other, please describe: \_\_\_\_\_

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- b. How many were trained?: \_\_\_\_\_
- c. How many hours was the training?: \_\_\_\_\_
- d. Who was trained (please put number by category)?:
  - Prosecutors \_\_\_\_\_
  - Judges \_\_\_\_\_
  - Technical Equipment Handlers \_\_\_\_\_
  - Other: \_\_\_\_\_

e. Who did the training?: \_\_\_\_\_

5. Did you provide information about the equipment to other parts of the criminal justice system in your jurisdiction?

• \_\_\_\_\_ Yes

• \_\_\_\_\_ No

If yes, who (✓)?

• \_\_\_\_\_ Prosecutors

• \_\_\_\_\_ Judges

• \_\_\_\_\_ Defense attorneys

• \_\_\_\_\_ Other, please identify who: \_\_\_\_\_

6. Was support obtained from other criminal justice professionals concerning the use of the equipment in obtaining testimony?

• \_\_\_\_\_ Yes

• \_\_\_\_\_ No

If yes, who (✓)?

• \_\_\_\_\_ Prosecutors

• \_\_\_\_\_ Judges

• \_\_\_\_\_ Defense attorneys

• \_\_\_\_\_ Other, please identify who: \_\_\_\_\_

If yes, how did you get support for the use of this equipment?:

7. Have other offices in your agency or other criminal justice agencies in your jurisdiction found the equipment useful?

• \_\_\_\_\_ Yes

• \_\_\_\_\_ No

If yes, how has it been useful?

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8. Did you develop an evaluation plan?

If yes, describe:

If no, please indicate when it will be developed:

9. How many child abuse cases were handled during the reporting period?: \_\_\_\_\_
10. How many times was it appropriate to use closed-circuit or video taped testimony out of the total number of child abuse cases being prosecuted during the reporting period? \_\_\_\_\_
11. In how many of the above number of cases was testimony recorded using the purchased equipment?: \_\_\_\_\_
12. How many times did the decision to record testimony influence the decision of the prosecutor to prosecute the case in court?: \_\_\_\_\_

**Part II: Narrative**

1. Describe the status of your program's implementation in terms of major achievements and obstacles addressing the following five areas: equipment purchase, equipment installation, training, gaining support for the use of televised or taped testimony, and prosecuting cases.
2. Describe your efforts to develop an evaluation plan and/or attach a copy of the plan to this narrative.
3. Provide any other information you deem relevant to the accomplishment of your goals and objectives in this project.